



Government of the District of Columbia

Office of Public Education Facilities Modernization

Allen Y. Lew

Executive Director

Contractor's Reference Guide to Certified Business Enterprise & Workforce Participation

JANUARY 2010

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WORKFORCE PARTICIPATION**

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NEW PROCEDURES FOR CERTIFIED BUSINESS ENTERPRISE AND WORKFORCE PARTICIPATION

The Office of Public Education Facilities Modernization (OPEFM) has established new procedures to monitor and collect First Source, Apprenticeship and Certified Business Enterprise (CBE) information from its General Contractors, Contractors and Subcontractors. In the future, OPEFM will require the following:

General Contractors

1. Each General Contractor must sign a First Source Registration with the Department of Employment Services (DOES) before it submits its Guaranteed Maximum Price (GMP). (See Attachment 1 on page 6)
2. Each General Contractor must submit a monthly First Source Report after it signs the GMP. (See Attachment 1 on page 6)
3. Each General Contractor must submit its Certified Business Enterprise (CBE) Participation Plan for its OPEFM project with or before it submits its GMP. The General Contractor's CBE Participation Plan must be accepted by OPEFM and the Department of Small & Local Business Development (DSLBD) before any work begins on the project. (See Attachment 2 on page 7)
4. It is the responsibility of the General Contractor to notify each Contractor of its First Source, Apprenticeship, Davis-Bacon (see Attachment 3 on page 8) and CBE participation requirements before the Contractor begins work on any OPEFM project.

Contractors and Subcontractors

5. Each Contractor or Subcontractor with a contract over \$100,000 must sign a First Source Agreement (FSA) with DOES before it begins any OPEFM project. (See Attachment 1 on page 6)
6. Each Contractor or Subcontractor with a contract over \$100,000 must submit its First Source Monthly Report to DOES with a copy to OPEFM. (See Attachment 1 on page 6)
7. Each Contractor or Subcontractor with an OPEFM contract over \$500,000 must (See Attachment 4 on pages 9 to 13):
 - a. Have a registered apprenticeship program with DOES for all apprenticeable trades;

NEW PROCEDURES FOR CERTIFIED BUSINESS ENTERPRISE AND WORKFORCE PARTICIPATION

- b. Submit monthly reports to the DOES Office of Apprenticeship that includes:
- Information that will show the ratio of journey workers to apprentices;
 - The number of apprentices on the job and the hours worked by the apprentices; and
 - The numbers of hours worked by District residents as apprentices.

A copy of the First Source Apprenticeship Information Request must be submitted to OPEFM. (See Attachment 5 on page 14)

8. Each Contractor or Subcontractor with an OPEFM contract must submit its CBE Participation Plan before it commences work on its project. The CBE Participation Plan must be approved by OPEFM and DSLBD. (See Attachment 2 on page 7)

Reporting to OPEFM

9. The General Contractor must submit a CBE and workforce report of all its Contractors and Subcontractors to OPEFM **by the 10th of each month**. The monthly report should include:
- a. First Source Monthly Report for contracts over \$100,000;
 - b. Monthly Apprenticeship Report for contracts over \$500,000;
 - c. Current Rate of CBE Participation and Payments made to CBEs (See Attachment 6 on page 15).
10. The OPEFM project manager, with the responsible District of Columbia Partners for Revitalization of Education Projects (DC PEP) consultants with DOES and DSLBD, shall review the General Contractor's monthly CBE and workforce report to determine whether the CBE and workforce participation requirements are being met.
11. If the CBE and workforce requirements are not being met by any Contractor or Subcontractor, corrective action must be agreed upon before the offending Contractor or Subcontractor is paid.

NEW PROCEDURES FOR CERTIFIED BUSINESS ENTERPRISE AND WORKFORCE PARTICIPATION

12. If the Contractor or Subcontractor fails to take corrective action in a timely manner, then the Contractor's or Subcontractor's invoice will be held by OPEFM until corrective action is taken.
13. OPEFM will take total responsibility for collecting CBE and workforce participation information from the Contractors and Subcontractors on all OPEFM projects. OPEFM will provide each General Contractor, Contractor and Subcontractor official forms on which to submit their monthly CBE and workforce information. (See Attachments 5 and 6 on pages 14 and 15)

Evaluation of General and Subcontractors

14. Each month the Program Managers for each OPEFM Project will receive an internal report on CBE and Workforce participation. The internal report will have a 4-star rating system that will allow Program Managers to determine whether the general and subcontractors are in compliance with District laws and regulations.

**** - Outstanding rating

*** - Above compliance requirements

** - Meets compliance requirements

* - Below compliance requirements

* - In violation of compliance requirements

(See Attachment 7 on pages 16 and 17)

OPEFM Workforce List

15. OPEFM will provide each General Contractor, Contractor and Subcontractor with a list of District residents ready to work on OPEFM projects.

The District residents have been vetted by the DOES workforce development organizations.

The District residents will be listed in three major categories: Apprentices, Skilled Laborers and Unskilled Laborers. (See Attachments 8, 9 and 10 on pages 18 through 25)

Other information such as ward, level of education, special licenses, and work history will also be made available to the Contractors and Subcontractors on the District residents.

NEW PROCEDURES FOR CERTIFIED BUSINESS ENTERPRISE AND WORKFORCE PARTICIPATION

Report to OPEFM on a monthly basis the number of District residents hired from its listing. (See Attachments 11, 12 and 13 on pages 26 through 33)

OPEFM CBE Participation

16. OPEFM will adhere to the DSLBD requirements for CBE participation on all of its contracts. (See Attachment 14 on pages 34 through 36)

Contractor Assistance

17. OPEFM will also assist any General Contractor, Contractor, Subcontractor in their search for CBE firms. (See Contact Information on page 4)

Contact Information

For more information regarding the policies and procedures for OPEFM contact:

OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION (OPEFM)

Ms. Alice Patterson
CBE and Workforce Compliance Officer
Program Management Team
E-mail: alicefpatterson@aol.com
Phone: 301-523-7585

Mr. Courtland Cox
CBE and Workforce Compliance Officer
Program Management Team
E-mail: courtlandc@starpower.net
Phone: 202-550-8455

DEPARTMENT OF EMPLOYMENT SERVICES (DOES)

Mr. Lewis Brown
Associate Director
Office of Apprenticeship Information & Training
E-mail: lewis.brown@dc.gov
Phone: 202-698-5099

**NEW PROCEDURES FOR CERTIFIED BUSINESS ENTERPRISE AND
WORKFORCE PARTICIPATION**

Mr. Jamell Thrower
Apprentice Training Representative
Office of Apprenticeship Information & Training
E-mail: jamell.thrower@dc.gov
Phone: 202-698-3530

Ms. Susan O. Gilbert
Associate Director
Office of Employment Services
E-mail: susan.gilbert@dc.gov
Phone: 202-698-3495

Ms. Robin L. Coates
Program Analyst
First Source Program
E-mail: robin.coates@dc.gov
Phone: 202-698-5774

Mr. DeCarlo Washington
Compliance Monitor
First Source Program
E-mail: decarlo.washington@dc.gov

DEPARTMENT OF SMALL & LOCAL BUSINESS DEVELOPMENT (DSLBD)

Mr. Antonio Hunter
Assistant Director
Business Opportunities & Access to Capital
Phone: 202-727-3900
E-mail: antonio.hunter@dc.gov

Ms. Kimberly R. Smith
Business Development Specialist
Phone: 202-727-3900
Fax: 202-724-3786
E-mail: kimberlyr.smith@dc.gov
Web address: <http://dslbd.dc.gov>

**NEW PROCEDURES FOR CERTIFIED BUSINESS ENTERPRISE AND
WORKFORCE PARTICIPATION**

ATTACHMENT 1

How to Register

Employers may access Department of Employment Services (DOES) employment registration procedures at the website:

www.dcnetworks.org

**How to Obtain First Source Employment Agreement (FSA) Information
and Documents**

Employers may access First Source Agreement (FSA) documents at the website:

www.does.dc.gov

Click on “Employer Services,” then click on “First Source Agreement.”

CERTIFIED BUSINESS ENTERPRISE (CBE) REPORTING FORM

ATTACHMENT 2

PROJECT DETAIL

Agency:	Project:
Prime contractor:	Current contract amount: \$
CBE participation goal (%):	Reporting period (month/year):

Discipline/Division	Description of Work	Current Contract Amount with Change Orders	Proposed CBE Firms / Subcontractors / Vendors / Suppliers	Contract Amount Award Committed/ Local, Small, Disadvantaged			Current Contract Amount Awarded with Change Orders	CBE Percentages			Amount Paid to CBEs to Date		
				LBE	SBE	DBE		LBE	SBE	DBE	LBE	SBE	DBE
Architecture													
Civil Engineering													
MEP													
Environmental													
Structural													
General Requirements													
Site Work and Utilities													
Site Concrete and Asphalt													
Excavation													
Excavation Support													
Concrete Structure													
Masonry and Precast													
Metals													
Woods and Plastics													
Thermal and Moisture													
Doors and Windows													
Finishes													
Specialties													
Equipment													
Furnishings													
Special Construction													
Conveying Systems													
Mechanical													
Electrical													
Fire Sprinklers													

Reasons for Non-compliance

CBE capacity:
Schedule:
Scope change:
Specialty skills needed:
Other:

CERTIFIED SMALL BUSINESS REQUIREMENTS

(a)(1) All construction contracts in excess of \$250,000 shall include the following requirements:

(A) At least 35% of the dollar volume shall be subcontracted to small business enterprises; provided, that the costs of materials, goods and supplies shall not be counted towards the 35% subcontracting requirement unless such materials, goods and supplies are purchased from small business enterprises; or

(B) If there are insufficient qualified small business enterprises to completely fulfill the requirement of subparagraph (A) of this paragraph, then the subcontracting requirement may be satisfied by subcontracting 35% of the dollar volume to any certified business enterprises; provided, that all reasonable efforts shall be made to ensure that qualified small business enterprises are significant participants in the overall subcontracting work.

ATTACHMENT 3

Wage Determination Information

Wage Determination On-Line (WDOL) provides public access to federal wage determinations (Davis-Bacon) and related information. Go to:

WWW.WDOL.GOV

On all OPEFM-funded projects, the address of each worker on the certified payroll is still required. Any certified payroll submitted without each worker's address will be considered invalid and payment will be withheld until the properly-completed certified payroll is submitted.

ATTACHMENT 4

DOES REQUIREMENTS FOR APPRENTICES

Listed below are three Department of Employment Services (DOES) requirements for the participation of District residents as apprentices.

1. On all OPEFM projects the journeywork to apprentice worker ratio shall be 3 to 1.
2. 35% of all apprenticeship hours shall be performed by DC resident apprentices. (See District Law 2-156 on pages 10 through 13).
3. All apprentices performing work beyond the abovelisted ratio, must be compensated as journeyworkers.

15-691
150246

ENROLLED ORIGINAL

AN ACT

IN THE COUNCIL OF THE DISTRICT OF COLUMBIA

*Codification
District of
Columbia
Official Code*

2001 Edition

2005 Winter
Supp.

West Group
Publisher

To amend the Amendments to an Act to Provide for Voluntary Apprenticeship in the District of Columbia Act of 1978 to require registration of apprenticeship programs, to require contractors who contract with the District of Columbia government to hire District residents to perform a certain percentage of apprenticeship hours, to provide for the imposition of penalties for those contractors who fail to comply with this requirement, to require that funds collected or the payment of penalties be remitted to the District of Columbia Public Schools for the support of vocational education programs; and to amend the First Source Employment Agreement Act of 1984 to exempt nonprofit organizations with 50 or fewer employees from the First Source requirements.

BE IT ENACTED BY THE COUNCIL OF THE DISTRICT OF COLUMBIA, That this act may be cited as the "Apprenticeship Requirements Amendment Act of 2004".

Sec. 2. Section 5 of the Amendments to An Act To Provide For Voluntary Apprenticeship in the District of Columbia Act of 1978, effective March 6, 1979 (D.C. Law 2-156; D.C. Official Code § 32-1431), is amended to read as follows:

Amend
§ 32-1431

"(a)(1) All prime contractors and subcontractors who contract with the District of Columbia government to perform construction, renovation work, or information technology work with a single contract, or cumulative contracts, of at least \$500,000, let within a 12-month period shall be required to register an apprenticeship program with the District of Columbia Apprenticeship Council; and

"(2) All beneficiaries of projects in excess of \$1 million funded in whole or in part with funds which, in accordance with a federal grant or otherwise, the District of Columbia government administers, and in which the District of Columbia is a signatory to any agreement of a contractual nature, shall be required to register an apprenticeship program with the District of Columbia Apprenticeship Council.

"(b) Beginning July 1, 2005, 35% of all apprenticeship hours performed pursuant to apprenticeship programs required by subsection (a) of this section shall be performed by District

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of Columbia residents.

"(c)(1) Any prime contractor, subcontractor, or beneficiary that fails to comply with subsection (b) of this section shall be subject to a monetary fine in the amount of 5% of the direct and indirect labor costs of the contract.

"(2) Fines for a violation of subsection (b) of this section shall be imposed by the Contracting Officer. The Contracting Officer may waive or reduce any fine if the Contracting Officer finds that:

"(A) A good faith effort to comply with the requirements of this section has been demonstrated by the prime contractor, subcontractor, or the beneficiary;

"(B) The prime contractor, subcontractor, or the beneficiary enters into a special workforce development training or placement arrangement with the Department of Employment Services or the DC Workforce Investment Council;

"(C) The Department of Employment Services certifies that there is an insufficient number of District residents in the labor market possessing the skills required for the apprenticeship positions needed under the contract; or

"(D) The prime contractor, subcontractor, or the beneficiary is located outside the Washington Standard Metropolitan Statistical Area and none of the contract work is performed inside the Washington Standard Metropolitan Statistical Area, which is comprised of the District of Columbia, Calvert, Charles, Howard, Montgomery and Prince George's Counties in Maryland, Arlington, Fairfax, Loudon, Prince William and Stafford Counties in Virginia and the cities of Alexandria, Fairfax, Falls Church, Manassas, and Manassas Park in Virginia.

"(3) Any fine resulting from a violation of this subsection shall be remitted to the District of Columbia Public Schools to be used solely for the support of vocational education programs, subject to appropriations by Congress.

"(d) The prime contractor, subcontractor, or the beneficiary shall submit to the Department of Employment Services, for every month following the execution of the contract, a compliance report for the project that includes:

"(1) The apprenticeship programs required by subsection (a) of this section that are registered with the District of Columbia Apprenticeship Council;

"(2) The total number of apprenticeship hours required for the project;

"(3) The total number of apprenticeship hours performed by District of Columbia residents; and

"(4) The total number of apprentices hired for the reporting period and the cumulative total number of apprentices hired, including, for each, the:

"(A) Name;

"(B) Residence;

"(C) Apprenticeship position; and

"(D) Hire date.

"(e) Nonprofit organizations with 50 employees or less shall be exempt from subsections

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(a) and (b) of this section.

"(f) For purposes of this section, the term:

"(1) 'Beneficiary' means a signatory to a contract for a project in excess of \$1 million funded in whole or in part with funds which, in accordance with a federal grant or otherwise, the District of Columbia government administers, and in which the District of Columbia is a signatory to any agreement of a contractual nature.

"(2) 'Information technology work' means the occupations of computer programmer, programmer analyst, desktop specialist, technical support specialist, data base specialist, network support specialist, and any other related occupation as the District of Columbia Apprenticeship Council may designate by regulation."

Sec. 3. Section 4(f) of the First Source Employment Agreement Act of 1984, effective June 29, 1984 (D.C. Law 5-93; D.C. Official Code § 2-219.03(f)), is amended to read as follows:

Amend
§ 2-219.03

"(f) Nonprofit organizations with 50 employees or less shall be exempt from subsection (e) of this section."

Sec. 4. Fiscal impact statement.

The Council adopts the fiscal impact statement in the committee report as the fiscal impact statement required by section 602(c)(3) of the District of Columbia Home Rule Act, approved December 24, 1973 (84 Stat. 813; D.C. Official Code § 1-206.02 (c)(3)).

Sec. 5. Effective date.

This act shall take effect following approval by the Mayor (or in the event of veto by the Mayor, action by the Council to override the veto), a 30-day period of Congressional review as provided in section 602(c)(1) of the District of Columbia Home Rule Act, approved December

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24, 1973 (87 Stat. 813; D.C. Official Code § 1-206.02 (c)(1)), and publication in the District of Columbia Register.

Chairman
Council of the District of Columbia

Mayor
District of Columbia

OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION
FIRST SOURCE AND APPRENTICESHIP INFORMATION REQUEST

ATTACHMENT 5

GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF THE PUBLIC EDUCATION FACILITIES MODERNIZATION
FIRST SOURCE AND APPRENTICESHIP INFORMATION REQUEST

Instructions

1) Provide (fill-in) all information request below regarding both the First Source and Apprenticeship Requirements

--First Source Data to be filled by Contractors (Prime or Sub-Contractors) for all contracts above \$100,000

--Apprenticeship Data to be filled by Contractors (Prime or Sub-Contractors) for all contracts above \$500,000

2) Submit along with this form all copies of First Source Agreements each of the projects listed below

Name of Contractor TYPE NAME HERE

Contact Name TYPE NAME HERE

Contact Phone No. TYPE NAME HERE

formula			A	B	C	D	=A+B+C+D	=C/(C+D)		E	F	=E+F	=E/(E+F)	
			First Source							Apprenticeship				
			Existing/Transfer Jobs		New Hire					Apprenticeship Hours				
No.	Project Name	Contract Amt	DC	Non-DC	DC	Non-DC	Total Jobs (Existing & New)	% of DC Resident to Total New Hires	If DC residents new hires to total new hires is less than 51% provide explanation	DC	Non-DC	Total	% DC to Total	If DC residents apprentice hours is less than 35% provide explanation
0	Example	\$ 100,000.00	2	5	2	1	10	67%	N/A					N/A
1														
2														
3														
4														
5														
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OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION
CERTIFIED BUSINESS ENTERPRISE (CBE) MONTHLY REPORT

ATTACHMENT 6

SUMMARY REPORT

Agency:	Project:
Prime contractor:	Current contract amount: \$
CBE participation goal (%):	Reporting period (month/year):

Discipline/Division	Subcontractor	Project Percent Complete	CBE Award Percent Complete	Dollars Committed to CBEs			Dollars Awarded to CBEs			Dollars Paid to CBEs		
				LBE	SBE	DBE	LBE	SBE	DBE	LBE	SBE	DBE
Architecture												
Civil Engineering												
MEP												
Environmental												
Structural												
General Requirements												
Site Work and Utilities												
Site Concrete and Asphalt												
Excavation												
Excavation Support												
Concrete Structure												
Masonry and Precast												
Metals												
Woods and Plastics												
Thermal and Moisture												
Doors and Windows												
Finishes												
Specialties												
Equipment												
Furnishings												
Special Construction												
Conveying Systems												
Mechanical												
Electrical												
Fire Sprinklers												

Reasons for Non-compliance

CBE capacity:
Schedule:
Scope change:
Specialty skills needed:
Other:

CERTIFIED JOINT VENTURE REQUIREMENTS

(2)(A) Each construction contract for which a joint venture is selected as a Prime Contractor and is granted points or a price reduction pursuant to Section 2343 or is selected through a set-aside program under this subpart shall include a requirement that the certified business enterprise perform at least 50% of the contracting effort, excluding the cost of materials, goods, and supplies, with its own organization and resources and, if the joint venture subcontracts, 35% of the subcontracted effort, excluding the cost of materials, goods, and supplies, shall be with certified business enterprises.

CERTIFIED BUSINESS REQUIREMENTS FOR CONTRACTS UNDER \$1 MILLION

(c) Each construction contract of \$1 million or less for which a certified business enterprise is selected as a Prime Contractor and is granted points or a price reduction pursuant to Section 2343 or is selected through a set-aside program under this subpart shall include a requirement that the business enterprise perform at least 50% of the on-site work with its own work force.

ATTACHMENT 7

4-STAR RATING SYSTEM

General Contractors

4 Stars ****

Has at least 35% CBE participation as general contractor	Achieved 60% overall CBE participation in its OPEFM project; requires proof of payment	District residents are at least 35% of the journeyworkers on the project
CBE participation as general contractor includes involvement in the design/build, value engineering and BIM	Achieved at least 35% CBE participation in the mechanical and electrical trades; requires proof of payment	In compliance with all workforce requirements

3 Stars ***

Has at least 20% CBE participation as general contractor	Achieved over 50% overall CBE participation in its OPEFM project; requires proof of payment	District residents are at least 20% of journeyworkers on the project
CBE participation as general contractor includes involvement in the design/build, value engineering and BIM	Achieved at least 25% CBE participation in mechanical and electrical trades; requires proof of payment	In compliance with all workforce requirements

2 Stars **

Provides all subcontractor monthly reports in a timely manner	Meets the 50% CBE requirement within the DSLBD laws and regulations; requires proof of payment	Makes sure that all subcontractors meet their workforce requirements
General contractor provides timely reports on its own CBE and workforce requirements	Works with OPEFM to remediate any CBE participation deficiencies with its subcontractors	Works with OPEFM to remediate any workforce participation deficiencies with its subcontractors

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1 Star *

Did not provide all subcontractor's monthly reports in a timely manner	Did not meet the 50% CBE participation for a particular month for subcontractors	Subcontractors did not meet their monthly requirements for workforce participation
Did not provide its own timely CBE and workforce reports for the month	Did not work with OPEFM to remediate deficient CBE participation with subcontractors	Did not work with OPEFM to remediate deficient workforce participation with subcontractors

1 Star *

Did not work with OPEFM, DSLBD and DOES to improve timely reporting requirements on CBE and workforce participation	Did not work with OPEFM and/or DSLBD to meet the 50% requirement of CBE participation	Did not work with OPEFM and/or DOES to meet the mandated requirements for workforce participation of District residents
CONSEQUENCES		
Delay of payment to general contractor can result from a lack of timely reporting to OPEFM Program Manager	Delay of payment to individual subcontractors can result from their not improving their CBE participation after being counseled by OPEFM	Delay of payment to individual subcontractors can result from their not improving their workforce participation after being counseled by OPEFM

OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

ATTACHMENT 8

OPEFM WORKFORCE DATABASE

Allen Lew, Executive Director

SKILLED LABORER SELECTION

Name	Street address	Ward	Date of Birth	Phone number	E-mail address	Select	Status
CONCRETE							
Flegler, Tyrone *	15 55 th St., SE	7	02/08/90	202-575-3240	tyflegler@aol.com		
Jackson, Beatrice * **	2308 2 nd St, NE	5	05/29/62	202-269-0196			
Luck, Dwayne*	449 Minn Ave, NE	7	06/17/89	202-396-6421	dwyn_lck@yahoo.com		
Brown, Nathan*	900 G St, NE	2	08/02/84	202-315-7881			
Crawford, David *	984 Kearney St, NE	5	03/16/64	202-529-4655	designiech@msn.com		
Smith, Alisa *	328 Ridge Rd, SE	7	03/31/69	202-582-0817			
Jefferson, Wilbert *	1701 E St, NE	8	05/18/64	202-351-5030	wilbertjeff@aol.com		
Fantroy, Patrick *	4903 Astor Pl, SE	7	04/21/65	202-581-1695			
Smith, Leonard	2142 H St, NE	7	07/27/84	202-388-4859			
Williams, Kier	1627 Lamont St, NW #44	1	06/19/85	202-885-9093	kiercw@gmail.com		
Parks, Belton **	5323 East Capitol St, SE	7	05/13/77	202-561-3710	Belton_parks@yahoo.com		
Allen, Carl **	319 53 rd , St, NE	7	11/26/55	240-413-1397			
Rogers, Perry	3674 Hayes St,	7	08/28/57	202-388-3595	Rastamanwarrior454@yahoo.com		
MASONRY							
Walker, Terry *	721 48 th St, NE	7	09/30/60	202-387-8308	keepthefaihtdc@verizon.net		

OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

Pleasants, Michael *	29 Hamilton St, NW	5					
McPhatter, Foronta *	2217 Naylor Rd, SE	7	04/06/86	202-491-2739	Cibstar20@yahoo.com		
Hughes, Jose	4115 First St, SE	8	11/27/62	202-465-6523	jose.hughes@yahoo.com		
Baylor, Edward	130 42 nd St, NE	7	01/07/67	240-765-3983	Ebaylor67@yahoo.com		
Redd, Michael	5226 Clay St, NE	7	06/10/56	202-397-1737			
Harris, William **	623 Delfield Pl, NE	4	05/15/57	202-270-1324			
Allgood, Henry	3738 Hayes St, NE	7	07/13/58	202-248-3463			
MECHANICAL							
Shoulders, Allen	5870 Southern Ave, SE	7	03/12/68	202-582-0112			
Rowe, Harry **	252 56 th St, NE	7	09/17/57	202-787-0676			
Desperrt, Derek	1425 Ridge Pl, SE	7	05/10/61	202-678-4845			
Curtis, James *	451 Burbank St, SE	7		202-321-2378	james.curtis59@yahoo.com		
Brown, Darnell	1855 Good Hope RD, SE	8	09/16/78	202-506-3896			
ELECTRICAL							
Brown, Bernard	920 Bellevue St, SE	8	10/05/68	202-562-4939			
Gillespie, Michael	2613 MLK Ave, SE	8	01/05/60	202-278-0998			
Petty, Michael	225 51 st St, NE	7	09/02/53	202-248-9363			
Williams, Dmitri *	4312 Polk St, NE	7	12/19/83	202-396-6552	Dmitri.williams1219@gmail.com		
Barnhardt, John *	4709 Bass Pl, SE	7	12/11/65	202-610-1129			
DeVaughn, James	1821 H St, NE	6	01/15/55	202-399-9119			

OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

ATTACHMENT 9

OPEFM WORKFORCE DATABASE

Allen Lew, Executive Director

APPRENTICE SELECTION

Name	Street address	Ward	Date of Birth	Phone number	E-mail address	Select	Status
HVAC							
Brown, Derrick *	332 57 th St, NE	7		202-399-6504	derriyah@yahoo.com		
Tibbs, Anthony D. *	1612 Savannah St, SE	8	02/02/65	202-528-4701	Tibbs_anthony@yahoo.com		
Satters, Terry	5078 Benning Rd, NE	7	05/18/86	202-315-7566	terrystsatters1986@yahoo.com		
Coles, Arlando	5050 Central Ave, SE	7	12/09/87	202-575-0528	laidyncoles08@yahoo.com		
McKnight, Derrick	5206 Sheriff Rd, NE	7	05/20/85	202-396-6457	mcknightderrick48@yahoo.com		
Cristwell, Robert	2412 Elvans Rd SE	8	04/17/80	202-351-3252			
Palmer, Kevin	4916 Nash St, NE #2	7	08/18/56	202-388-4916			
Tyson, Roger	330 Anacostia Rd, SE	7	12/17/61	202-581-0881	Tysonjr98@yahoo.com		
Washington, Eric	2700 MLK Ave, SE	8	12/01/69	202-714-1725	EWashington1219@yahoo.com		

OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

ELECTRICAL							
Clark, Darryl *	1233 Delafield Pl, NE		04/22/67	202-506-1133			
Lesesne, Ne'Shae *	101 41 st St, NE	7	10/16/90	202-553-0888	neshaelesesne@yahoo.com		
Moore, James *	4051 Ely Place, SE	8	07/03/60	202-584-8952	mcgregm@aol.com		
Turner, Timothy *	3711 18 th St, NE	5	05/22/58	240-252-0785			
Hazel, DeAngelo *	4213 7 th St, SE #101	8	04/24/86	202-563-5220	dhazel7034@yahoo.com		
Williams, Michael *	4703 Eads St, NE	7	07/11/82	202-397-8641			
Manning, Anthony *	2952 2 nd St, SE #11	8	09/02/81	202-788-7552	Ant_since1981@yahoo.com		
Brandon, Mac *	2804 M St, SE #101	7	03/11/71	202-425-7851			
Starke, Sekou D. *	5113 Fitch St, SE	7	02/18/82	202-582-1452	mycaro@gmail.com		
Fogan, Jonathan *	4228 Benning Rd, NE	7	11/16/81	404-319-2208			
Blackwell, Leonard *	3739 Hayes St, NE	7	01/26/64	202-415-5672			
PLUMBING							
Carter, Tyrone	2308 Reynolds Pl, SE	7	01/02/62	202-678-8989	tyesos@aol.com		
Goins, Kenneth *	846 21 st St. NE #12	5	11/16/85	202-621-9169	Kenneth_goins_1985@yahoo.com		
Roach, Kevin *	4719 B St, SE	7	04/03/81	202-575-0660			
Wheeler, Wm.	3418 Eads St, NE	7	09/04/60	202-388-3541			
Demone, Nichols	2104 Savannah Terr, SE #4	8	03/24/74	202-248-0876	demonenichols@yahoo.com		

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Ford, Edward	727 Park Rd, NW	4	08/23/73	202-609-1733	Treis33@verizon.net		
Hudnall, George	99 Webster St, NE	7	04/20/74	202-658-2920			
Davis, Charrod *	4311 Ponds St, NE	7	01/04/80	202-580-0389			
Dickerson, Victoria	4336 Southern Ave, SE	7	12/05/86	202-583-0221	victoriadickerson@twoblackberry.net		
IRON WORKERS							
Fontayne, Christopher *	5057 First St, NW		09/18/88	202-904-5575	Christopher.fontayne@yahoo.com		
Bullock, Leon *	108 Fort Drive, NE #6	4	11/15/53	202-609-3962			
Wilson, John	1561 4 th St, NE	7		202-234-2395			
Moore, Reginald	231 54 th St, NE	7	01/16/63	202-396-9797			
Phelps, Rudolph	5022 Jay St, NE #7	7	12/23/80	202-455-7337			
Bunch, Harold	4039 Benning Rd, NE	7	12/10/67	202-421-7338			
Handy, Ako M. **	1855 3 rd St, NW	7	09/04/73	202-667-2577	akohandy@yahoo.com		
Hopkins, Jarvis	1611 17 th St, SE #207	7	05/06/85	301-433-1515			
Ramsey, James	5320 E Street, SE #7	7		202-249-1994	ramsey5510@yahoo.com		
Neamo, Ronnie	2850 Langston Pl, SE	8	10/25/70	202-678-1077			
Daniels, Kerrick	2627 Bowen Rd, SE #20	8	12/24/74	202-315-7483	kerrickdaniels@yahoo.com		
MASONRY							
Garrison, Rondell *	240 60 th St, SE	7	09/11/62	240-603-5803			
Gatlin, Gregory *	1509 Anacostia Ave, NE	7	03/19/60	202-396-1486			

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McCarther, Antonio *	4124 Ames St, NE	7	12/06/82	202-506-6196			
Motin, Eboni *	2244 S St, SE	8	01/28/84	202-607-4738	Ebo_mo10@yahoo.com		
Bankins, Janal *	3425 E. Capitol St, SE #302	7	08/02/81	202-629-7687	target080282@yahoo.com		
Francis, Hassan	1823 29 th St, SE	7	05/17/66	202-674-4089	Hassan.francis@gmail.com		
Clayton, Rick	2820 Lansgton, PL, SE	8	11/19/60	202-678-1077			
Jackson, Gerald	4401 Quarles St, NE #21	6	12/27/63	202-399-3104			
Rogers, Edward	1404 Ridge Pl, NE	7	11/08/53	202-678-4955			
CARPENTRY							
Matthews, Vance	4929 First St, NW	4	03/14/85	202-248-0677	Vancemattthews17@yahoo.com		
Johnson, Troy *	5238 Clay St, NE	7	11/19/89	202-575-1556	Troye_00@yahoo.com		
Graham, Najeb	4911 13 th St, NW	7	04/20/80	202-716-9665	najebsgraham07@yahoo.com		
Jones, Richard	130 36 th St, NE	7	06/06/89	202-399-6407			
Graham, Cypruss	4918 Fitch Pl, NE	7	01/28/87	202-491-0184			
Morris, Clayton	1716 R St, SE #4	8	11/20/68	202-525-5840			
Padgett, Joseph	3242 13 th St, SE #101	8	04/10/81	202-460-7559			
Fields, Nathan	619 Longfellow St, NW	4	11/13/62	202-545-0952			
Goggins, Kelvin	155 Darrington St, SW	8	03/10/85	202-574-5139	gogginskl@yahoo.com		
Singletary, Loretta	1301 Ridge Pl, SE	8	12/12/89	202-610-0184	lucyrettared@yahoo.com		
Winestock	336 Adams St, NE #A	5	10/01/55	202-497-1992			
Smith, Herbert	920 Bellevue St, SE	8	06/06/55	202-562-4939			

OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

ATTACHMENT 10

OPEFM WORKFORCE DATABASE

Allen Lew, Executive Director

UNSKILLED LABORER SELECTION

Name	Street address	Ward	Date of Birth	Phone number	E-mail address	Select	Status
Jone, Eriz	4404 4 th St, NE	7	11/19/90	202-397-1855	Sk8borad@yahoo.com		
Quick, Roddell *	903 46 th Street, NE	7	04/24/60	240-374-2828			
Taylor Derron	3325 Stanton Rd, SE #204	8	04/15/77	202-967-8280			
Turner, Linda	3630 Brothers, Pl, SE # T1	8	06/29/70	202-449-0822			
Edwards, Norman	1425 Montello Ave, NE		01/10/81	202-398-4581			
Tucker, Anthony	2655 Birney Pl, SE	8	04/25/75	202-907-2545	Anthonytucker25@yahoo.com		
Fox, Samuel	3320 11 th Pl, SE	8	10/17/78	202-277-4230			
Taylor, Dontrell *	3508 Stanton Rd, SE	8	02/02/81	202-446-6753	dontrelltaylor@ymail.com		
Wilkinson, Terrence	202 Trenton Pl, SE	8	03/15/60	202-583-3840	Mcwc2@verizon.net		
Lawson, William Thomas	2604 32 nd St, SE	7	08/19/56	202-702-2661	Williamtlawson41@yahoo.com		

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Brown, Reginald *	708 Eastern Avenue, NE	7	07/18/88	202-484-2757	Brown.reggie@ymail.com		
Smith, Romerro *	1235 Stevens Rd, SE	8	03/30/89	202-455-2421			
Davis, Samuel	3416 24 th St, NE	5	07/07/67	240-988-4902	Samdavis42@yahoo.com		
Head, Larry *	3525 East Capitol St, SE #303	7	12/06/53	202-255-1674	lehead@rcn.com		
Sharpe, Everett	3547 East Capitol St, SE #301	7	09/19/78	202-584-0065	Skinny4life-54@msn.com		
Jackson, William *	800 55 th St, NE	7	11/12/81	202-351-2020	williejackson@msn.com		
Brown, Gregory	4124 Ames St, NE #302	7		202-506-6196	Ashley-edwards@yahoo.com		
Witcher, James	2700 MLK Ave, SE	7	05/17/59	301-503-0672 cell			
Stoddard, Germain	316 18 th Place, NE	6	04/23/56	202-316-5069	germainpreston@live.com		
Hamilton, Simon *	5549 Central Ave, SE	7	10/26/66	202-558-9486	somonhamilton@ymail.com		

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ATTACHMENT 11

OPEFM WORKFORCE DATABASE

Allen Lew, Executive Director

SKILLED LABORER SELECTION

Name	Street address	Ward	Date of Birth	Phone number	E-mail address	Select	Status
CONCRETE							

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MASONRY							
MECHANICAL							
ELECTRICAL							

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ATTACHMENT 12

OPEFM WORKFORCE DATABASE

Allen Lew, Executive Director

APPRENTICE SELECTION

Name	Street address	Ward	Date of Birth	Phone number	E-mail address	Select	Status
SITework							
CONCRETE							

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MASONRY							
METALS							
WOODS & PLASTICS - CARPENTRY							

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THERMAL & MOISTURE PROTECTION							
DOORS & WINDOWS							
FINISHES							
SPECIALTIES							

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EQUIPMENT							
FURNISHINGS							
SPECIAL CONSTRUCTION							
CONVEYING SYSTEMS							

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MECHANICAL							
ELECTRICAL							
CONTROLS							

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ATTACHMENT 13

OPEFM WORKFORCE DATABASE

Allen Lew, Executive Director

UNSKILLED LABORER SELECTION

[illegible]

ATTACHMENT 14

OPEFM CBE PARTICIPATION REQUIREMENTS

OPEFM requires that 50% of all dollars spent on its projects be spent with businesses certified by the Department of Small & Local Business Development (DSLBD).

SMALL, LOCAL AND DISADVANTAGED BUSINESS DEVELOPMENT ACT

Section 2346. Performance and subcontracting requirements for construction contracts; subcontracting plans.

CERTIFIED SMALL BUSINESS REQUIREMENTS

(a)(1) All construction contracts in excess of \$250,000 shall include the following requirements:

(A) At least 35% of the dollar volume shall be subcontracted to small business enterprises; provided, that the costs of materials, goods and supplies shall not be counted towards the 35% subcontracting requirement unless such materials, goods and supplies are purchased from small business enterprises; or

(B) If there are insufficient qualified small business enterprises to completely fulfill the requirement of subparagraph (A) of this paragraph, then the subcontracting requirement may be satisfied by subcontracting 35% of the dollar volume to any certified business enterprises; provided, that all reasonable efforts shall be made to ensure that qualified small business enterprises are significant participants in the overall subcontracting work.

CERTIFIED BUSINESS REQUIREMENTS

(b)(I)(A) Each construction contract for which a certified business enterprise is selected as a Prime Contractor and is granted points or a price reduction pursuant to Section 2343 or is selected through a set-aside program under this subpart shall include a requirement that the business enterprise perform at least 35% of the contracting effort, excluding the cost of materials, goods, and supplies, with its own organization and resources and, if it subcontracts, 35% of the subcontracted effort, excluding the cost of materials, goods, and supplies, shall be with certified business enterprises.

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(B) If the total of the contracting effort, excluding the cost of materials, good, and supplies, proposed to be performed by certified business enterprises is less than the amount required by subparagraph (A) of this paragraph, then the business enterprise shall not be eligible to receive preference points or price reductions for a period of not less than 2 years.

CERTIFIED JOINT VENTURE REQUIREMENTS

(2)(A) Each construction contract for which a joint venture is selected as a Prime Contractor and is granted points or a price reduction pursuant to Section 2343 or is selected through a set-aside program under this subpart shall include a requirement that the certified business enterprise perform at least 50% of the contracting effort, excluding the cost of materials, goods, and supplies, with its own organization and resources and, if the joint venture subcontracts, 35% of the subcontracted effort, excluding the cost of materials, goods, and supplies, shall be with certified business enterprises.

(B) If the total of the contracting effort, excluding the cost of materials, good, and supplies, proposed to be performed by certified business enterprises is less than the amount required by subparagraph (A) of this paragraph, then the business enterprise shall not be eligible to receive preference points or price reductions for a period of not less than 2 years.

CERTIFIED BUSINESS REQUIREMENTS FOR CONTRACTS UNDER \$1 MILLION

(c) Each construction contract of \$1 million or less for which a certified business enterprise is selected as a Prime Contractor and is granted points or a price reduction pursuant to Section 2343 or is selected through a set-aside program under this subpart shall include a requirement that the business enterprise perform at least 50% of the on-site work with its own work force.

REQUIREMENTS FOR SUBCONTRACTING PLAN

(d) Bids or proposals responding to a solicitation, including an open market solicitation, shall be deemed nonresponsive and shall be rejected if the solicitation requires submission of a certified business enterprise subcontracting plan and the prime contractor fails to submit a subcontracting plan as part of its bid or proposal.

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A certified business enterprise subcontracting plan shall specify the following:

- (1) The name and address of the Subcontractor;
- (2) Whether the Subcontractor is currently certified as a certified business enterprise;
- (3) The scope of work to be performed by the Subcontractor; and
- (4) The price to be paid by the contractor to the Subcontractor.

(e) No prime contractor shall be allowed to amend the subcontracting plan filed as part of its bid or proposal except with the consent of the Contracting Officer and the Director. Any reduction in the dollar volume of the subcontracted portion resulting from such amendment of the plan shall inure to the benefit of the District.

(f) No multi-year contracts or extended contracts in which the options or extensions exceed \$1 million in value, which are not in compliance with this subtitle at the time of the contemplated exercise of the option or extension, shall be renewed or extended, and any such option or extension shall be void.

(g) The subcontracting requirements of this section may be waived pursuant to Section 2351.

(h) A prime contractor shall submit to the Contracting Officer in the District copies of the executed contracts with the Subcontractors identified in the subcontracting plan. Failure to submit copies of the executed contracts shall render the underlying contract with avoidable by the District.

Section 2348. Enforcement and penalties for willful breach of subcontracting plan.

The willful breach by a Contractor of a subcontracting plan for utilization of certified business enterprises in the performance of a contract, the failure to submit any required subcontracting plan monitoring or compliance report, or the deliberate submission of falsified data may be enforced by the Department through the imposition of penalties, including monetary fines of \$15,000 or 5% of the total amount of the work that the Contractor was to subcontract to certified business enterprises, whichever is greater, for each such breach, failure, or falsified submission.

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ACRONYMS

Below is a list of acronyms used in the document;

CBE	Certified Business Enterprise
DBE	Disadvantaged Business Enterprise
LBE	Local Business Enterprise
SBE	Small Business Enterprise
DC	District of Columbia
DOES	Department of Employment Services
DSLBD	Department of Small & Local Business Development
FSA	First Source Agreement
GMP	Guaranteed Maximum Price
MEP	Mechanical, Electrical, Plumbing
OPEFM	Office of Public Education Facilities Modernization
PEP	Partners for Revitalization of Education Projects
WDOL	Wage Determination OnLine